

Nominating Committee - Second Meeting Agenda

_____ School
PTA/PTSA Nominating Committee

(Date)

CANDIDATES FOR PTA/PTSA OFFICE

- Nominees thus far
- Potential candidates - Candidate Search List

NOMINATING COMMITTEE TIMELINE

- Communications to membership (email, newsletter, posting)
- PTA/PTSA General Membership Meeting
 - Presentation materials (i.e. job descriptions, forms, etc)
 - Acceptance of nominations at the meeting (process)

COMMUNICATION

- Responding to nominations
- Interview process
 - Interview questionnaire
 - Presentations at elections
- Time period for confirming availability

WRAP-UP & CLOSING SUMMARY

NEXT MEETING